

CHAPTER 78
STANDARDS FOR GRADUATE PRACTITIONER PREPARATION PROGRAMS

[Prior to 9/7/88, see Public Instruction Department[670]Ch 77]

281—78.1(256) General statement. Graduate programs of practitioner preparation leading to licensure in Iowa are subject to approval by the Iowa state board of education as provided in Iowa Code chapter 272.

281—78.2(256) Definitions. For purposes of clarity, the following definitions are used throughout the chapter:

“*Department*” means department of education.

“*Director*” means director of education.

“*Graduate practitioner preparation programs*” means the graduate programs of practitioner preparation leading to licensure.

“*Institution*” means a college or university in Iowa offering graduate study and which is seeking state board approval of its graduate practitioner preparation program(s).

“*Program*” means a specific field of specialization leading to a specific endorsement.

“*State board*” means Iowa state board of education.

“*Unit*” means the organizational entity within an institution with the responsibility of administering the graduate practitioner preparation program(s).

281—78.3(256) Institutions affected. All Iowa colleges and universities offering graduate study and which are seeking state board approval of their graduate practitioner preparation programs shall meet the standards contained in this chapter.

281—78.4(256) Criteria for graduate practitioner preparation programs. Each institution seeking approval of its graduate practitioner preparation programs shall file evidence of the extent to which it meets the standards contained in this chapter by means of a self-evaluation report.

After the state board has approved the graduate practitioner preparation programs filed by an institution, students who complete such programs and are recommended by the authorized official of that institution will be issued the appropriate license and endorsement(s).

281—78.5(256) Approval of graduate practitioner preparation programs. Approval of institutions’ graduate practitioner preparation programs by the state board shall be based on the recommendation of the director after study of the factual and evaluative evidence on record about each program in terms of the standards contained in this chapter. Approval if granted shall be for a term of five years; however, approval for a lesser term may be granted by the state board if it determines conditions so warrant.

If approval is not granted, the applying institution will be advised concerning the areas in which improvement or changes appear to be essential for approval. In this case, the institution shall be given the opportunity to present factual information concerning its programs at the next regularly scheduled meeting of the state board. The institution may also reapply at its discretion when it is ready to show what actions have been taken along the lines of suggested improvement.

281—78.6(256) Visiting teams. Upon application for approval, a team shall visit each institution for evaluation of its graduate practitioner preparation programs. The membership of the team shall be selected by the practitioner preparation and licensure bureau with the concurrence of the institution being visited. The team may include faculty members of other practitioner preparation institutions within or outside the state; personnel from elementary and secondary schools, to include classroom practitioners; personnel of the department and representatives from professional education organizations. Each team member should have appropriate competencies, background, and experiences to enable the member to contribute to the evaluation visit. The expenses for the visiting team shall be borne by the institution.

281—78.7(256) Periodic reports. Institutions placed on the approved programs list may be asked to make periodic reports upon the request of the department which shall provide basic information necessary to keep records of each graduate practitioner preparation program up to date, and to provide such information that will be necessary to carry out research studies relating to practitioner preparation.

281—78.8(256) Reevaluation of graduate practitioner preparation programs. An institution shall file a self-evaluation of its graduate practitioner preparation programs at any time deemed necessary by the director. Any action for continued approval or rescission of approval shall be approved by the state board.

281—78.9(256) Approval of program changes. Upon application by an institution, the director is authorized to approve minor additions to, or changes within, the institution's approved graduate practitioner preparation program.

When an institution proposes a revision which exceeds the primary scope of its programs, the revision shall become operative only after having been approved by the state board.

281—78.10(256) Institutional standards. The institution shall:

1. Be organized such that it ensures consistent policies and practices with reference to the different segments of the graduate practitioner preparation program regardless of the administrative units under which they operate, and facilitates the continuing development and improvement of the graduate practitioner preparation program.
2. Be organized such that the responsibility for the administration and coordination of graduate practitioner preparation programs is assigned to one individual and this responsibility is clearly outlined and identified.
3. Be organized such that the person so assigned in paragraph "2" or a designee is responsible for recommending students for Iowa licensure and endorsements, and there shall be announced and written policies of procedures followed in recommending students for Iowa licensure and endorsements.
4. Be organized such that it designates the unit within the institution charged with the responsibility and authorization to act within the framework of institutional policy, on all matters relating to graduate practitioner preparation programs.
5. Have the financial resources available to support the scope of the graduate practitioner preparation programs offered.

281—78.11(256) Organization standards—the unit.

1. Responsibility for ensuring the quality of the various graduate practitioner preparation programs within an institution shall be centralized and vested in a single designated administrative unit.
2. Responsibilities for the administration of a continuing program of curriculum development, evaluation, and revisions for graduate practitioner preparation programs shall be centralized in a designated administrative unit.
3. The unit shall design and implement a plan for continuous evaluation of students as they progress through the graduate practitioner preparation programs.

4. The unit shall maintain a system of student records for those enrolled in graduate practitioner preparation programs.

5. The unit shall monitor the use of part-time faculty in order to prevent the fragmentation of instruction in graduate practitioner preparation programs.

6. The unit shall evaluate instruction and such evaluation shall be made in terms of instructional competence to provide the programs for which approval is sought.

281—78.12(256) Graduate student standards.

1. There shall be announced and written policies and criteria for admission to each graduate practitioner preparation program.

2. There shall be announced and written policies and criteria for retention in each graduate practitioner preparation program.

3. Graduate students in practitioner preparation shall have available to them advisory services. The advisory system shall reflect attention to individual student potentialities.

4. Graduate students in practitioner preparation shall have the opportunity through a formal means to express their views regarding the graduate practitioner preparation programs offered and their views shall be considered in the development and modification of graduate practitioner preparation programs.

281—78.13(256) Graduate practitioner preparation faculty standards.

1. Faculty members involved in graduate practitioner preparation programs leading to licensure shall have preparation and have had experiences in situations similar to those for which the graduate practitioner preparation students are being prepared.

2. Faculty members involved in graduate practitioner preparation programs leading to licensure shall have and maintain an ongoing involvement in activities in elementary, middle, and secondary schools.

3. Faculty members involved in graduate practitioner preparation programs leading to licensure shall be provided opportunities, through faculty development, to grow professionally through participation in activities related to their assignments.

4. Faculty members involved in graduate practitioner preparation programs leading to licensure shall be provided conditions essential to carry out effective performance; such conditions shall include policies establishing maximum limits for teaching and supervisory loads and other assigned responsibilities.

5. Part-time faculty involved in graduate practitioner preparation programs leading to licensure shall meet the requirements for appointment to the full-time faculty or are employed on a proportionate basis when they can make a contribution to the graduate practitioner preparation programs.

281—78.14(256) Graduate resources and facilities standards.

1. The library shall serve as the principal material resource center for instruction, research, and other services pertinent to the graduate practitioner preparation programs; library administrative procedures and equipment shall conform to accepted media practices, including cataloging methods, adequate hours of accessibility; the library shall be administered by professionally prepared personnel.

2. A materials laboratory or center shall be maintained either as part of the library or as a separate entity. It shall be available to students and faculty as a laboratory of materials of instruction, contain an array of media, technology, and materials commonly used in elementary, middle, and secondary schools, and shall be administered by professionally prepared personnel.

3. Classrooms, offices, clerical assistance, equipment, and similar resources essential for graduate practitioner preparation shall be provided to support the scope of graduate practitioner preparation programs being offered.

281—78.15(256) Curriculum standards.

1. Each graduate practitioner preparation program leading to licensure shall be built upon a statement of purposes and objectives of teaching/serving in the area of the school curriculum.
2. Each graduate practitioner preparation program leading to licensure shall be designed to meet the guidelines established by the state board.
3. Curriculum development for each graduate practitioner preparation program leading to licensure shall make provision for enlisting the cooperation and participation of representatives of local school systems, college practitioners in fields related to the area of specialization, professional associations, and appropriate committees.
4. Each graduate practitioner preparation program leading to licensure shall require scholarship beyond that achieved in undergraduate education; therefore, each program shall provide for maintaining quality of this scholarship.
5. Each graduate practitioner preparation program leading to licensure designed for the development of initial competence in teaching or in an area of educational specialization shall include a program of supervised practical experience in the function for which the student is being prepared. These experiences shall be designed both to develop competency and to serve as a basis for evaluating performance. Time for both on-campus and off-campus experiences shall be provided.
6. Each graduate practitioner preparation program leading to licensure shall be built on a statement of the courses or competencies needed by students to teach or serve in the appropriate area of the school program or curriculum.

281—78.16(256) Graduate practitioner preparation evaluation standards.

1. The unit shall define and implement procedures to assess the quality of its graduates when they complete the graduate practitioner preparation program and apply for recommendation for licensure and entry into the profession.
2. The unit shall define and implement procedures to evaluate the graduates from graduate practitioner preparation programs after they enter their professional roles. Such evaluation shall determine the adequacy of their preparation and their competence to perform in the role for which they were prepared.
3. The unit shall show evidence that results of evaluation of graduates and their performance are used to modify and improve the graduate programs in practitioner preparation.

These rules are to implement Iowa Code chapter 256.

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CHAPTER 79**COACHING AUTHORIZATION**

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CHAPTER 80**EVALUATOR APPROVAL**

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CHAPTER 81**REQUIREMENTS FOR SPECIAL EDUCATION ENDORSEMENTS**

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CHAPTER 82**OCCUPATIONAL AND POSTSECONDARY CERTIFICATION AND ENDORSEMENTS**

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